

Manawatu Triathlon Club Committee Meeting: Monday 31 July at 7.00pm

MINUTES – MTC Committee Meeting

Venue – Dave Scott’s house – Russell Street.

PRESENT – Dave Scott (President), Barrie Eccles (Treasurer), Richard Coxon (Vice-President), Geoff Bendall, Glenys Taylor, Tammy Reed, Ashley Phillips, Andy Martin, Kevin Nicholson, Awa Melbourne, Murray Rasmussen & Leteia Cornwall (Secretary).

APOLOGIES – Nil.

MINUTES

Moved that the Minutes of the last meeting be taken as read, and are a true and correct record.

Dave Scott/Geoff Bendall

CARRIED

MATTERS ARISING FROM THE MINUTES

• Nil.

FINANCIAL REPORT

Financial Report as at 30 July 2017 tabled below (as emailed to Committee).

Balance Summary of Accounts:

ASB Cheque Account	\$ 2,595.09
ASB Oncall Account	\$ 461.15
ASB Term Deposit (*6)	\$ <u>109,179.76</u>
Total Bank Balances as at 02/06/2017:	\$ <u>112,236.00</u>

Current membership at 26/07/2017:

Committee	12
Honorary	4
Life Members	5
Paid Members (2016-17)	311 (4 more than last meeting)
TOTAL	332

Adult Members – 113; Youth – 81; Family Members – 135 (from 30 families).
Gender split – 155 Female, 172 Male.

Accounts for Approval Meeting 30 July 2017	Amount	Date Pd	Paid	Code
Lido May Training Sessions Saturday Mornings (4 Saturdays)	\$320.00	11/06/17	y	254
Lido June Training Sessions Saturday Morning (3 Saturdays)	\$240.00	17/07/17	y	254
Will O'Connor First Aid Level 2 Training Kiwisport Funded	\$239.00	12/06/17	y	259
Dave Scott Bananas Race (Linton)	\$35.00	11/06/17	y	263
Dave Scott Coffee for helpers after Race	\$104.90	11/06/17	y	263
Xero 10 May to June	\$47.44	20/06/17	y	217
Xero 10 June to July	\$47.44	20/07/17	y	217
Easi-stor Self Storage (23/6/17). Auto Payment	\$95.00	30/06/17	y	227
Slainte & Sonas Massey Spin classes (6 Sessions May & June)	\$600.00	25/06/17	y	251
Manawatu District Council Event Athlon 14 May 2017	\$123.25	25/06/17	y	263
Manawatu District Council F3 Swim Coaching Lane Hire	\$306.00	25/06/17	y	259
Manawatu District Council Event Supervision	\$44.35	28/06/17	y	263
B Eccles Coffee for helpers after Race	\$44.20	17/07/17	y	263
D Scott Chocolates for Race and Race	\$30.00	17/07/17	y	263
ASB Charge for Audit Bank Statement	\$40.00	10/07/17	y	202
Rebecca Swainson Refund of Membership	\$50.00			231
Absolute Fitness Ltd Yoga Classes (July 4)	\$400.00			256
Manawatu District Council Lane Hire (3 June)	\$221.00			259
F3 Coaching (July Coaching; Travel & Planning ECCT & Kiwisport Funded)	\$1,213.45			259
B Eccles Trailer Rego (K790N)	\$35.57			225
Slainte & Sonas Massey Spin classes (4 Sessions July)	\$400.00			251
Still to be paid (out of current bank balances)	\$2,320.02			
TOTAL	\$4,636.60			

Moved that the tabled accounts be approved for payment.

Barrie Eccles/Glenys Taylor
CARRIED

Points to Note:

- Have finally been paid for the Whānau Tri.
- Proposed to keep working on the Budget over the next few weeks, so as to have this earlier for the next Committee.
- Most of the budget will roll over from the last couple of years, but may likely also need to include the proposed Duathlon Champs costings.
- Discussion around the two upcoming Term Deposits maturing soon – one to be rolled over at the best possible interest rate and the other to withdraw some funds from, so as to have enough cash reserves in the Current Account, if needed, before Membership Fees start coming in again.
- Still awaiting on KiwiSport Funding money.
- Discussion around updating and working further on the Club's Asset Register.
- Stocktake needed on all equipment, especially all the gear in the trailers and in storage.
- Discussion around the value earned from Membership and Events from this season to last season (and therefore having more Members).
- Any new Memberships from now until 31st October will be rolled-over as being for the 2017/2018 season instead.

ANNUAL REPORT

- The Club has made a very small cash surplus, but a small operating loss overall (less than last year though).
- There was a big increase in income earned through Membership and also due to Sponsorship/Grants as well.

- Explanation given about how to account for last year's audit expense.
- Planned to get these accounts to the Auditor asap and hope to have auditor accounts ready for AGM.
- One issue that may still be raised is in regard to the money received from the Kid's Tri Series is accounted for.
- Discussion around unused Grant Funding and maybe noted differently.

Moved that the accounts be approved for auditing.

Barrie Eccles/Glenys Taylor
CARRIED

GENERAL BUSINESS

1) Membership Fees:

- Ideally wish to present Membership Fees at the upcoming AGM for approval for next season.
- Issue raised and discussion around the cost for Tertiary Students.
- Suggested Child Membership to be extended to Under 23's (as at 31 December 2018) and therefore all 'juniors' to pay only \$50.
- Proposed to have an Early Bird rate – all membership paid before 1st Nov 2017, still pay this year's seasons membership fee.
- Thorough discussion around ideas regarding new pricing structure.
- Agreed little and often increases are ideal.
- Suggestion for next season's fees to be presented at the AGM will be \$90 Adult, \$55 Child and \$220 for Families (after 1st Nov 2017).
- Aware that there a number of people who have joined the Club but have never competed.
- There were also a number of families who joined the Club for the 'free' Kid's Tri Series, but never came to a Club event thereafter.
- Advertising will be needed and sent to all Kid's Tri Series emails indicating of the new Early Bird pricing, so they will be able to be a part this offer as well.
- Proposed fees for the Kid's Tri Series is to still have the \$20 online Early Bird deal, but instead of having the \$5 pay on the night/per event once the series starts, entries after the cut-off date will be a one-off payment of \$25 for all events on the night of their first event (whether kids participate in all events or not).
- Spot prizes will still be available for all kids at every event.
- Everyone will still receive a t-shirt.
- Medals and the major spot prizes will still only be for children that do at least four events.

Moved that the new membership pricing be increased for Club Membership (after 1st Nov 2018) to \$55, \$90 & \$220 and Kid's Tri Series be one-off payment of \$25 for series (after start date).

Dave Scott/Barrie Eccles
CARRIED

2) Calendar of Events:

- Discussion around dates needed for calendar to help plan for next year's events.
- Thorough discussion around plan of series 'events, plus other events within calendar year.
- Felt that it's still worthwhile offering both Duathlon and Triathlon options at all events.
- Request to consider a 'draft legal' event, especially for experience for national events for 16+ year olds.
- Also thorough discussions regarding Makino and Linton venues.
- The Makino venue was well received and a great location in Summer, but agreed that it's definitely not a 'safe' venue.
- Agreed to approach the Manawatu District Council for proposed road closure, otherwise

Makino will no longer be an option.

- This would allow for transition to be set up on the road.
- The change to having the Short Course after the Long/Medium Course has been worthwhile.
- All dates will be booked with Linton in advance and if Makino is used, then notify Linton of change.
- Full discussions around still offering Super Sprint/Team Relay events.
- Full discussions around what 'event' to offer at the AGM and the logistics for this.
- Issue raised regarding the course routes because there is another Army event on the same day as the AGM – therefore the run/bike courses may need to be changed.
- Proposed that the AGM be a 'normal' event and maybe run the Super Sprint/Team Relay events thereafter, dependant on the Army's commitments on this day as well.
- Agreed to run the Dash 'n Splash again and still on Tuesdays after the Super Sevens Series.
- Unfortunately, the attempt at the Off-Road events were terribly hampered by poor weather at the time.
- Noted that Hawkes Bay Tri Club run one Olympic Distance event each season as well.

3) Whānau Tri/Weetbix Tri:

- Sport Manawatu have approached the Club regarding running the Weetbix Tri, in which Tammy will take the lead on this.
- No commitment has been made regarding the Whānau Tri yet, until further information/plans have been received.
- Tammy has been approached to help with the Whānau Tri in regard to being a 'liaison' person to help transition people from the Whānau Tri into other compatible swim/running/tri clubs.

4) Grants for Members:

- Discussion around still applying the current policy towards providing grants to eligible members for the upcoming Worlds.
- Proposal around David Martin's eligibility to the Pathway to Podium programme – the same scenario as Jamie's goodwill grant of a one-off payment of \$500.
- Suggestion that the U23's grant is a larger payment than what age-groupers receive.
- Felt that the new Committee need to review and reconsider this policy again early in the start of the new season.
- Suggestion to have an Elite Qualification Policy for the new Committee to discuss.

Moved that members that qualify for the Worlds this year receive a \$250 grant, in line with the current policy.

Barrie Eccles/Murray Rasmussen
[2x abstaining]

CARRIED

Moved that David Martin is to receive an additional \$250 to make it up to \$500 received for a one-off goodwill gesture for his elite-level achievements and endeavours.

Barrie Eccles/Murray Rasmussen
[1x abstaining]

CARRIED

5) AGM & Next Event:

- Dave to be the Race Director for the next event – Duathlon Champs.
- AGM to start after last person finishes, ideally at about 11.30am.
- Series Prizegiving to be held at the AGM.
- Suggested to supply some cake slabs like last time, and provide some OJ as well.

- Thorough discussion around Honorarium amounts for upcoming season and recommendation needed to be presented at AGM.
- Currently this payment is \$1,000 per year for the position of President, Treasurer and Secretary.
- A further, separate, Strategic Planning Meeting is needed before discussing this further.

Moved that the current rate of \$1,000 per year continues as an Honorarium payment for the next season.

Glenys Taylor/Geoff Bendall
[3x abstaining]

CARRIED

6) National Duathlon Champs:

- TriNZ have indicated that they are happy to support this idea.
- This is a work-in-progress with Dave to report back further after speaking to some more key people first.
- The booking of Manfield with go ahead anyway and continue to run an event if it doesn't end up being the National Duathlon Champs – i.e. an Interclub event, or Future ChampionNZ, or Secondary Schools Duathlon event.
- Reminder of approaching the Manawatu District Council for Grants towards this as well.

7) Other General Business:

POLICIES:

- All the MTA Coaches have all signed the Child Protection Policy.
- The Health and Safety Policy will be deferred to another meeting.
- The Finance Policy was read to the Committee, with issues raised and addressed accordingly.

HONOURARY MEMBERS:

- This is needed for the AGM with Deb, Lenka and Jenness being continued recipients.

Moved that Gabrielle Scott is added as an Honourary Member for the upcoming season.

Leteia Cornwall/Andy Martin
[1x abstaining]

CARRIED

CORRESPONDENCE

INWARDS

06/06/2017	Email	Tammy Reed	MTC Logos
06/06/2017	Facebook Messenger	Matt Oliver	Membership enquiries
06/06/2017	Email	Lynley Montgomery	Regional Sport and Active Recreation Workshop Invitation
08/06/2017	Email	Jenny Houston	Date of next event query (wrong on Flyer on Website)
08/06/2017	Facebook Messenger	Carol Downs	Upcoming event enquiries
08/06/2017	Email	Tammy Reed	Future ChampionNZ Festival - Manawatu
09/06/2017	Email	Tash Narasy (Sport Manawatu)	Data Collection
10/06/2017	Email	David (Elise Publicist)	Just passing by!
12/06/2017	Email	Carol Downs	Event feedback
13/06/2017	Facebook Messenger	Ellen van Looy	Course Record enquiry
13/06/2017	Email	Ian Trewitt	Club Series Points query
13/06/2017	Email	Brad Cassidy (Sport Manawatu)	Strapping Workshops
13/06/2017	Email	Triathlon NZ	TRIBE Newsletter
15/06/2017	Email	Alister Martin (Manawatu Striders)	Harriers – this Saturday's Run/Walk – 17 th June
19/06/2017	Email	Sport Whanganui	Upcoming AGM

20/06/2017	Email	Wendy Brenkley	Spin Class enquiry
20/06/2017	Email	Andy Martin	Re: 2017 Massey University Blues Sports Awards – Nominations Open!
20/06/2017	Email	Felicity Apperley	July event enquiry
26/06/2017	Email	Richard Coxon	Race Director List
27/06/2017	Email	Clayton	Custom-Webpage Development
27/06/2017	Email	Ironman Team	2017 Ironman 70.3 Chongqing
28/06/2017	Email	Tash Narasy (Sport Manawatu)	Data Collection Reminder
28/06/2017	Email	Triathlon NZ	TRIBE Newsletter
01/07/2017	Email	Tammy Reed	Term 3 Flyer for MTA
01/07/2017	Email	ActiveActivities New Zealand	Please confirm your listing
01/07/2017	Email	Clayton	Follow up mail
01/07/2017	Email	Tony Cameron-Kirk	NZ Entrance Fee for 82-year-old visiting Palmerston North next year
02/07/2017	Email	David Martin	June Update - Switzerland
02/07/2017	Email	Rebecca Swainson	MTA membership enquiry
04/07/2017	Email	Sally Rasmussen	Email address
05/07/2017	Email	Whanganui Multisport	Coaching Opportunities
05/07/2017	Email	ASB, Manawatu	ASB Disclosure Statement
07/07/2017	Email	Brad Cassidy (Sport Manawatu)	Invitation to Community Toolbox – More than a Funding Forum
07/07/2017	Email	Karli Haugh	Taranaki Inter-Club Challenge
07/07/2017	Email	Andy Martin	Spin & Yoga
07/07/2017	Facebook Messenger	Jo Coxon	Request to post local swimming competition
10/07/2017	Email	Gail Hussey	Upcoming event enquiry
10/07/2017	Email	Tammy Reed	Manawatu Triathlon Club Logo – for TriNZ website
10/07/2017	Email	Dan Alzas	Questionnaire to know better the triathlon in NZ (by a French Triathlete)
10/07/2017	Email	Triathlon NZ	TRIBE Newsletter
12/07/2017	Email	Anna Berka	Yoga and Spin query
12/07/2017	Email	Adam Martin	Rotterdam Triathlon Update
14/07/2017	Email	Whanganui Multisport	John Taylor Memorial
14/07/2017	Email	Heather Taylor	Upcoming event enquiry
16/07/2017	Email	Rebecca Buchanan	Lost property today – blue sunglasses
18/07/2017	Email	Brad Cassidy	Grant Workshop
19/07/2017	Email	Shane Parlato	Membership query
20/07/2017	Email	JotForm	Manawatu Sports Rego for Local & Loyal Manawatu's Sports Directory Page
24/04/2017	Facebook Messenger	Gerry le Roux	Membership and Lido Training query
24/07/2017	Email	Barry Eccles	Calendar thoughts 2017-18
25/07/2017	Email	Leanne Fa'aea	Junior & Youth Academy – Term 3 withdrawal
25/07/2017	Email	Awa Melbourne	Return of Sports Pass
25/07/2017	Email	Triathlon NZ	TRIBE Newsletter
26/07/2017	Email	Discount Domains Billing	Your Domain triclub.co.nz will expire in sixty (60) days

OUTWARDS

06/06/2017	Email	All current and past members	Manawatu Triathlon Club Membership – getting value question?
09/06/2017	Email	Richard Day	Letter of acknowledgement from MTC Committee
11/06/2017	Email	Current Committee	Notes from today's brief debriefing
12/06/2017	Email	All current members and recent attendees	Results for Sunday's Club Event...
13/06/2017	Email	All current members and recent attendees	MTC Draft Points Results...
16/06/2017	Email	All new recent attendees	Latest emails/information from the Manawatu Triathlon Club to our most recent/new attendees...
22/06/2017	Email	Kim Fenn (Manawatu Striders)	Trailer information as requested
05/07/2017	Email	All members, recent attendees and Kid's Tri email addresses	Term 3 information for the Club's MTA training programme...
07/07/2017	Email	Current Committee	Correspondence from Facebook Messenger that's been received...
10/07/2017	Email	Tammy Reed	Two emails in the Junior Programme email address...

11/07/2017	Email	Current Committee	This coming Sunday's event - availability??
11/07/2017	Email	All current and past members, and recent attendees	The Next Manawatu Triathlon Club's 'Athlon Series Event - Sunday 16 th July at Linton Army Camp
16/07/2017	Email	All members & recent attendees	Draft results for today's 'Athlon Event...

Moved that all Inwards Correspondence be accepted and Outwards approved.

Dave Scott/Barrie Eccles

CARRIED

Meeting finished - 9.11pm

Thanks to Dave for providing drinks and nibbles 😊

TASKS:

Who:	To Organise:	Done:
Dave	Change/update address details on Swipe	
Dave	Delete second Tri Club (Youth Development) Facebook Page	
Kevin & Tia	Kevin to send through info in regards to the Mobile App for further info to be emailed to members	
<i>Glenys</i>	<i>Start the process for the Health and Safety Policy</i>	<i>IN PROGRESS</i>
Murray	Order more 'buzzy-bees' and replace the broken ones	

Next Meeting: Sunday 20th August 2017 - after the next event (Duathlon Champs) at Linton

President: D Scott

Date